

# 2021 OUTSIDE CONTRACTORS LICENSE APPLICATION 2021

## City of Salem, Virginia

Commissioner of the Revenue  
114 N Broad Street • P O Box 869 • Salem, VA 24153  
Phone (540) 375-3019 Fax (540) 375-3048  
[skuzmich@salemva.gov](mailto:skuzmich@salemva.gov)

OWNER OR CORP NAME: \_\_\_\_\_

TRADE NAME OF BUSINESS: \_\_\_\_\_

FEDERAL ID #: \_\_\_\_\_ OWNER'S SOCIAL SECURITY #: \_\_\_\_\_

CORP REG AGENT NAME & ADDRESS: \_\_\_\_\_

STATE CONTRACTORS LICENSE #: \_\_\_\_\_ VA SALES TAX #: \_\_\_\_\_

CORP PHONE #: \_\_\_\_\_ LOCAL CONTACT PHONE #: \_\_\_\_\_

FAX #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MAILING ADDRESS OF BUSINESS: \_\_\_\_\_

STATE/VA LOCALITY BUS. IS PHYSICALLY LOCATED/LICENSED: \_\_\_\_\_

DO NOT INCLUDE LOCALITIES IN WHICH YOU ARE LICENSED AS AN OUT OF AREA CONTRACTOR

SALEM JOB LOCATION: \_\_\_\_\_

AMOUNT OF SALEM CONTRACT: \$ \_\_\_\_\_ EST. COMPLETION DATE: \_\_\_\_\_

LIST ALL SUBCONTRACTORS USED IN SALEM JOB (NAME, ADDRESS, AND PHONE):

**\*ALL SUBCONTRACTORS MUST BE LICENSED IN THE CITY OF SALEM TO PERFORM WORK HERE\***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOTAL LICENSE FEE DUE: \$ \_\_\_\_\_ X .0016 = \$ \_\_\_\_\_  
Contract Amount Tax Rate Total Amount Due (Min. \$30)\*\*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**\*\*** Per VA State Code Contractors who have a physical location in a licensing jurisdiction in Virginia are exempt from payment to the City of Salem if their gross receipts attributable to Salem are less than \$25,000 for the calendar year. A copy of the current business license from the locality they are physically located in must be presented with this application to receive this exemption.

\*Salem City tax rate for Contractors is \$30 for the first \$18,750 in gross receipts plus .16 per \$100 excess\*

**MAKE CHECKS PAYABLE TO: CITY OF SALEM**